

Financial Risk Assessment Worksheet

GENERAL INFORMATION

Prepared By

Name

Date

Department / Project

Department or Project Name

IDENTIFIED RISKS

| RISK DESCRIPTION | LIKELIHOOD (LOW/MED/HIGH) | IMPACT (LOW/MED/HIGH) | MITIGATION STRATEGY |
|----------------------------|------------------------------|--------------------------|---------------------------|
| e.g., Unexpected cost | Medium | High | Regular budget monitoring |
| e.g., Revenue shortfall | Low | Medium | Diversify revenue streams |
| e.g., Currency fluctuation | High | High | Use forward contracts |

ADDITIONAL COMMENTS

Provide supplementary details or context for risk assessment

ASSESSMENT SUMMARY

| TOTAL RISKS IDENTIFIED | HIGH RISKS | MEDIUM RISKS | LOW RISKS |
|---------------------------|------------|--------------|-----------|
| 3 | 2 | 1 | 0 |

IMPORTANT NOTES:

- This worksheet is a tool to identify, analyze, and mitigate financial risks related to a project or department.
- Risk assessment should be updated regularly as new risks emerge or as conditions change.
- All assumptions and mitigation strategies should be clearly documented for transparency.
- This document supports internal decision-making and does not replace formal financial audits.
- Consult relevant stakeholders when assessing risk likelihood and potential impact.

